



ARIZONA DEPARTMENT OF TRANSPORTATION

INTERMODAL TRANSPORTATION DIVISION
ENGINEERING CONSULTANTS SECTION
205 South 17th Avenue - Room 293E, Mail Drop 616E
Phoenix, Arizona 85007



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November 13, 1998

Engineering Consultants Section

INFORMATION BULLETIN 98-25

TO: Consultants

FROM: Engineering Consultants Section *RJS*

SUBJECT: Training For ADOT Scheduling Guidelines

Current Design Consultants are invited to send a representative to attend Training for ADOT Scheduling Guidelines. The purpose of the training is to explain ADOT scheduling guidelines and facilitate development and update of project schedules. Consultants are going to be required to use this format to schedule ADOT projects. The training class will be presented by ADOT's Program and Project Management Section Staff and will include guidelines, code structures and the standard activity library. There will be sessions in both Phoenix and Tucson – see attached registration form for dates and locations.

Please send one representative who is directly responsible for developing, monitoring and maintaining ADOT project schedules. He/she should have a strong background in project scheduling. Fax the attached registration form as soon as possible to: 602-407-3207.

If you have questions about registration, call Roseann Osorio at 602-255-7678. Please notify Roseann within five working days prior to the start of class if your representative is not able to attend.

REGISTRATION FORM

Training for ADOT Scheduling Guidelines

Session # 1 Phoenix

Thursday, December 3, 1998

1:00-4:00 PM

Auditorium-Room 107, ADOT Administration Building

206 South 17th Avenue, Phoenix

Session #2 Tucson

Thursday, December 17, 1998

9:00 AM -12:00 PM

Main District Conference Room

1221 South 2nd Avenue, Tucson

Firm Name:

Preferred Session:

Representative's Name:

Phone:

Fax:

Address:

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Please Fax this Form to: 602-407-3207